



Women, Infants and Children Program
Utah Department of Health
288 North 1460 West, PO Box 141013
Salt Lake City, Utah 84114-1013

INFORMATION MEMO

Memo #: WIC 2011-7-I
Date: 3/30/2011
Subject: Non-discrimination statement
To: All Local WIC Directors and Local WIC Clinic Staff
From: Rick Wardle, Operations Coordinator

Due to recent updates to phone numbers for the Office of Civil Rights, It is necessary to make another update to the non-discrimination statement. The revised statement reads:

In accordance with Federal Law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, or disability.

To file a complaint of discrimination, write USDA, Director, Office of Adjudication, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410 or call toll free (866) 632-9992 (voice). Individuals who are hearing impaired or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339; or (800) 845-6136 (Spanish). USDA is an equal opportunity provider and employer.

Please use this statement when creating new printed materials and update your current local agency printed materials at the next printing. Websites should also be updated. Instructions regarding the use of the non-discrimination statement are attached.

USDA has asked that stickers with the new phone numbers be placed on all "And Justice For All" posters in all clinics. Stickers will be mailed to each clinic. Please place the sticker on the lower left corner of the poster below the non-discrimination statement and printed address. These posters with the updated telephone numbers are required for compliance to civil rights regulations and will be checked at management evaluations. Please contact me if you have any questions or if you need to order additional posters.

Also attached with this memo is a "Quick Guide to Civil Rights" from the USDA. This should be reviewed by all WIC staff.